

Minutes of the UUF Curriculum Committee Meeting of January 13, 2005  
Room 1, Adelbert Hall, 12:00 noon – 1:30 p.m.

Present: John Blackwell, Anna Brady, Gary Chottiner, Steve Eppell, Don Feke, Chris Flint (Chair), Lynne Ford, Kathleen Horvath, Joyce Jentoft, Lynn Lotas, Jim McGuffin-Cawley, Ignacio Ocasio, Sandy Piderit, Gary Previts, Margi Robinson, Elizabeth Short

Invited Guests: Amy Hammett, Peter Whiting

I. Chris Flint, Chair, announced that the order of the discussion would start with an update on SAGES (II), followed by a continuation of the discussion regarding implementation of the SAGES Capstone Experience (V A).

#### II. Update on Sages – Peter Whiting

Planning for full implementation next fall is on track. Eighty percent of the faculty for the First Seminar have been identified. Everything is set for Fall University seminars and work is beginning on the Spring 2006 seminars. Workshops on the SAGES seminars have started and are ongoing.

SAGES tuition will be routed to the departments supplying faculty. Support for associated costs will be based on “taxes” on the SAGES seminar tuition. The estimated size of the tax is “less than \$10,000 per seminar.” The apparently high associated costs cover the expansion of the writing assistance, the administration of the program, and discretionary funds for seminar development. Gary Previts and others indicated that the taxes could provide a disincentive to participation. Peter indicated that the cost recovery model is still being developed.

#### VII A. Implementation of the SAGES Capstone Experience – Gary Chottiner

The committee vigorously discussed the proposed guidelines for Capstone courses, particularly items 5 and 6. The revised form of these items is:

In considering SAGES Capstone courses brought to its attention, the UUFCC will examine how well those courses satisfy the parameters described in the SAGES Phase II Report, primarily:

- 1) critical thinking
- 2) focus on methodology, with clear goals, an appropriate plan of action, and a good likelihood of success
- 3) regular oversight by the project adviser
- 4) periodic reporting of progress (e.g. twice per semester)
- 5) regular writing (e.g. drafts, progress reports, critiques) throughout the project including a final written report which may be a thesis or equivalent document associated with the project or activity (e.g., such pursuits as performance, experiment, live case analysis, or creative writing), as approved by the department of the capstone origin.
- 6) public presentation at the Senior Capstone Fair, a conference, a performance, a public lecture, a teaching presentation, or other, as approved by the department of capstone origin.

#### VI. A. Transfer students and SAGES – Margi Robinson

Margi presented the phase-in plan for SAGES experiences by transfer students. Her concern is that the plan be user-friendly and reasonable for transfer students. Discussion focused on the fact that transfer students who skip the First Seminar miss out on the University Circle experiences; the group felt that the possibility of a 1 credit University Circle experience should be considered. Margi will return with a revised proposal for consideration and a vote at the next

meeting.

V.C. SAGES Oversight – Chris Flint

This meeting was called because of unresolved issues related to the role of the SAGES Advisory Committee, as noted in the previous minutes. The prime issue was who would provide a memo of approval for a proposed SAGES seminar. Most thought the proposed Advisory Committee mechanism was appropriate. Steven Eppell pointed out that this would give substantial power to an informal group rather than a formal group with designated responsibilities. John Blackwell commented that it would be good if the memo of approval was from a subcommittee of the UUFCC. Peter Whiting said that there is intent to expand representation on the SAGES Advisory Committee to include faculty with experience in SAGES. Steven Eppell said that the breadth of representation on the committee was not what concerned him but that the advisory committee is constituted by a different mechanism than other university curriculum committees. Discussion followed on the role of the committee in providing help in the design of seminar courses. Steven Eppell returned to the point that we need to formalize the process of providing approval for a SAGES seminar. Gary Previts pointed out that we don't yet know if a permanent body will be necessary to approve SAGES seminars. This suggestion developed out of discussion: that the UUFCC appoint an ad hoc advisory committee (whose existence expires after a year) every year, whose task is to provide memos of approval for properly designed SAGES seminars, and whose membership is nominated by the chair of the SAGES Advisory Committee.

The meeting ended at 1:30 p.m.

Joyce Jentoft  
Professor of Biochemistry  
Secretary, UUFCC